

iPad App User Guide

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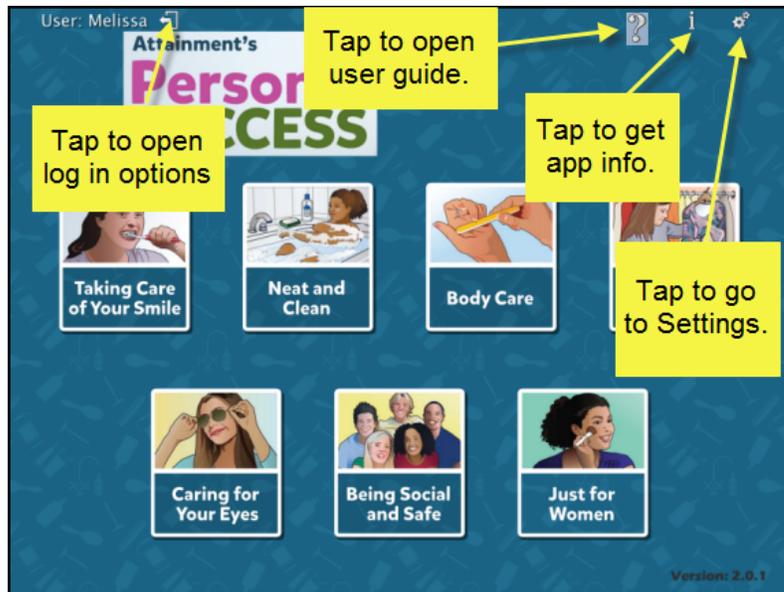
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OVERVIEW

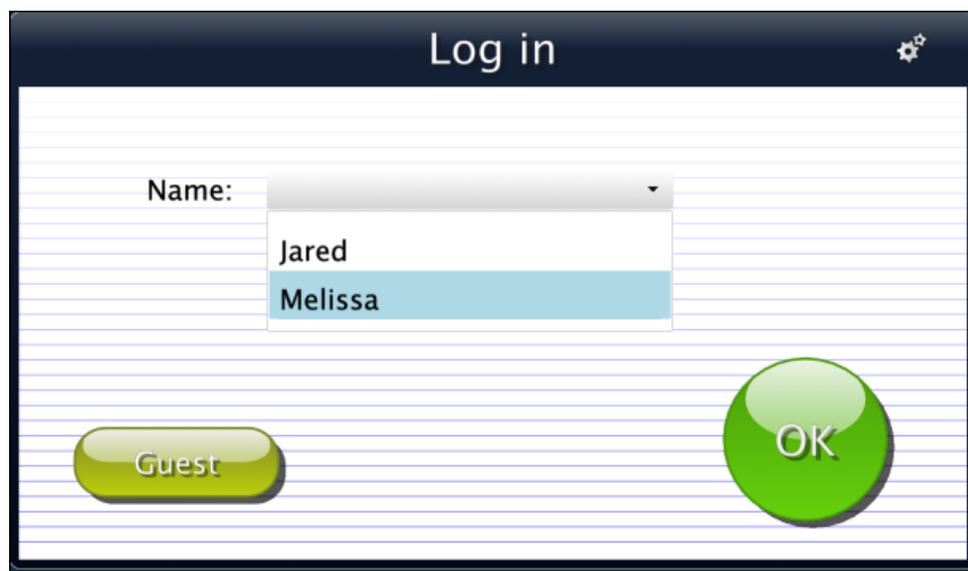
Personal Success iPad app gives instruction on independent living skills for adolescents and adults with developmental disabilities, including autism. There are 31 skills men and women and four additional skills specifically for women. Personal Success provides an easy-to-navigate interface so students can work independently or in self-directed groups. Each skill category has four activities: Steps, Self-Talk, Movie, and Problem Solving. Six questions are given in the activity, problem-solving activity. Student's answers are saved and can be used to demonstrate their understanding of the topic.

Open and Start Personal Success

Personal Success will automatically log in users as Guest until one or more user login accounts have been created.



Once accounts are created, the program will open to the Log in window.



At the Log in window three directions are available: log in a student, log in as Guest, or go to the program's Options (to add student accounts). To start, select a student name from the pull-down list or tap the Guest button.

To add student login accounts, click on the Settings icon  in the upper right corner to open Options. [Options](#) is where you add student accounts, view student results, and adjust preferences, including scan settings.

Each student's completed activities will be saved when logged in with their name. Results of their completed activities can be viewed in [Options—Results](#). Results are not stored for the Guest account.

Print the User Guide

A PDF of the user guide is also available for printing from Attainment's website: www.AttainmentCompany.com. Search for and open the **Personal Success** iPad app product page, scroll toward the bottom of the page, select the Support tab, and then open and print the user guide.

ACTIVITIES

Once a category is opened, skills are presented one at a time. For each skill information is provided through four activities: Steps, Self-Talk, Movie, and Problem Solving. The activity buttons are above the image representing the skill.

The image shows a digital interface with a blue background. At the top left is a red 'EXIT' button. To its right are four green circular icons: a staircase for 'Steps', an open book for 'Self-Talk', a video camera for 'Movie', and a question mark for 'Problem Solving'. Below these icons is a central illustration of three people sitting at a table in a cafe, talking and holding drinks. At the bottom, a green rounded rectangle contains the text 'Going Out With Friends' and an orange arrow pointing to the right.

Steps

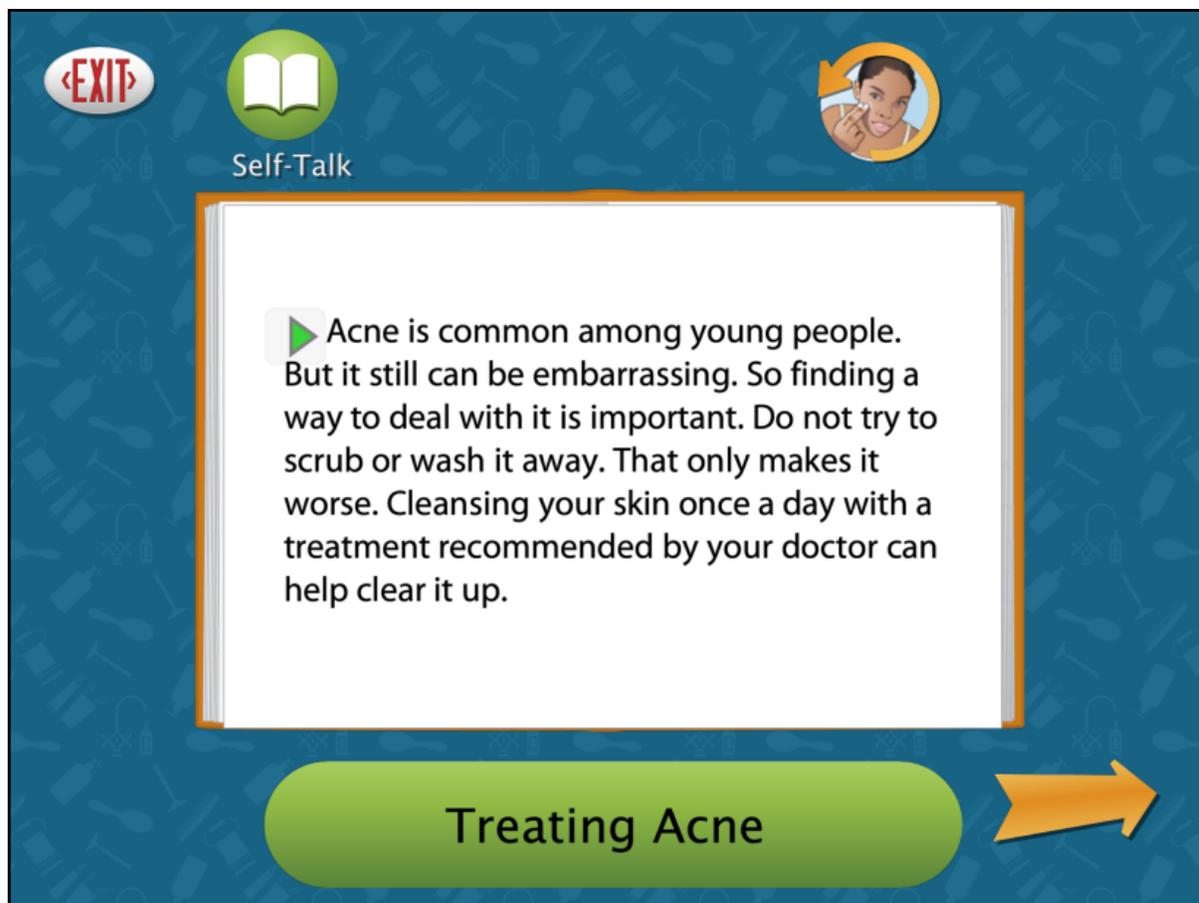
Tap on the Steps icon to view important steps within the skill.



Each step is read aloud. Use the forward and back buttons to move through the steps. Tap on the text in the bottom bar to hear the step read again. Tap on the Steps icon at the top to go back to the first step. Tap on the skill icon at the top to exit Steps and return to the skill's main page.

Self-Talk

Tap on the Self-Talk icon to review important information about the skill.



The text will automatically be read aloud unless you turn off this feature in Settings. To hear the page read again, tap on the small triangle at the beginning of the first sentence. To hear a single word, tap directly on the word. Tap on the text in the bottom bar to hear the skill read aloud.

When there's more than one page of text, use the forward and back arrows to turn the pages. Tap on the Self-Talk icon at the top to go back to page one. Tap on the skill icon at the top to exit Self-Talk and return to the skill's main page.

Movie

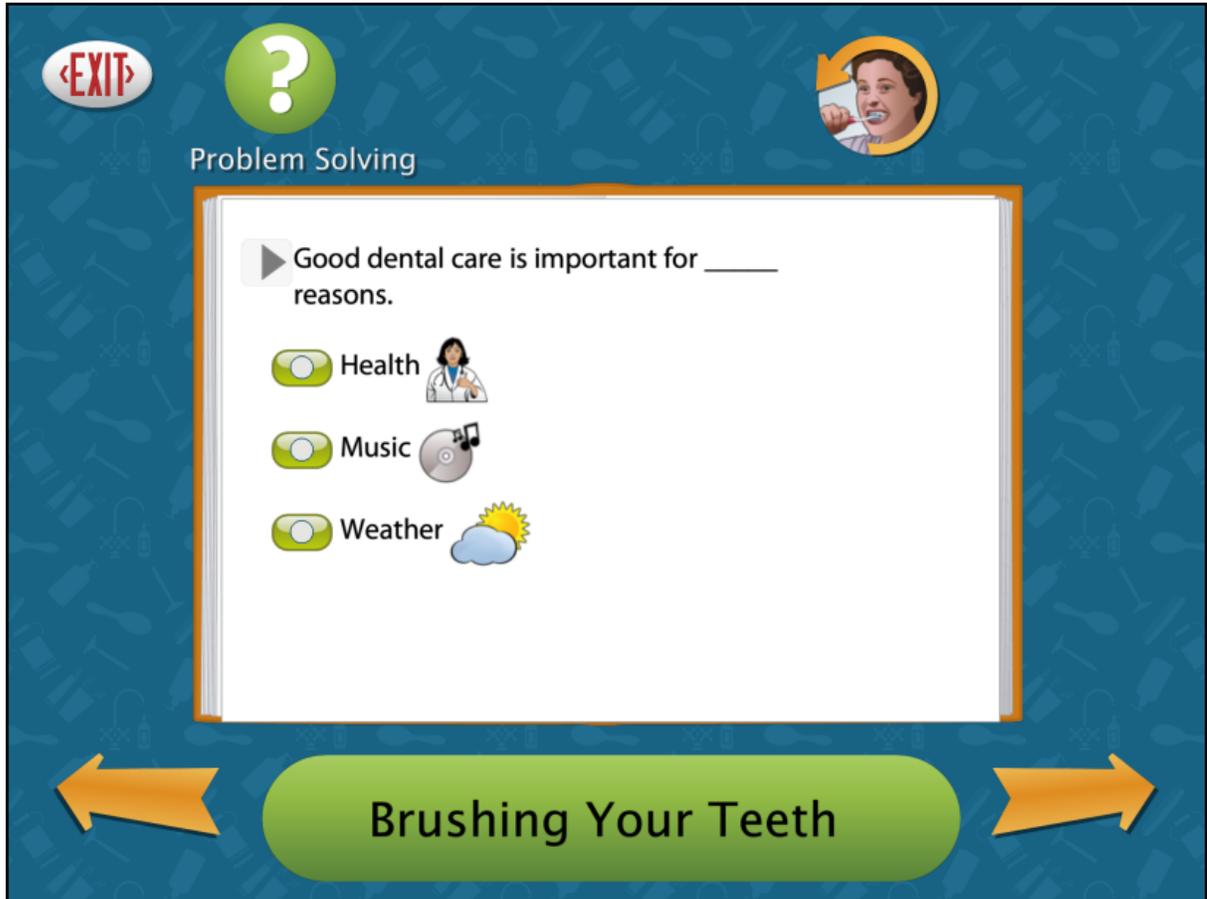
Tap on the Movie icon to view a short video that explores the skill.



Tap on the Movie icon at the top to restart the video. Tap on the skill icon at the top to exit Movie and return to the skill's main page. Movie controls (Replay and Play/Pause) are located below the video.

Problem Solving

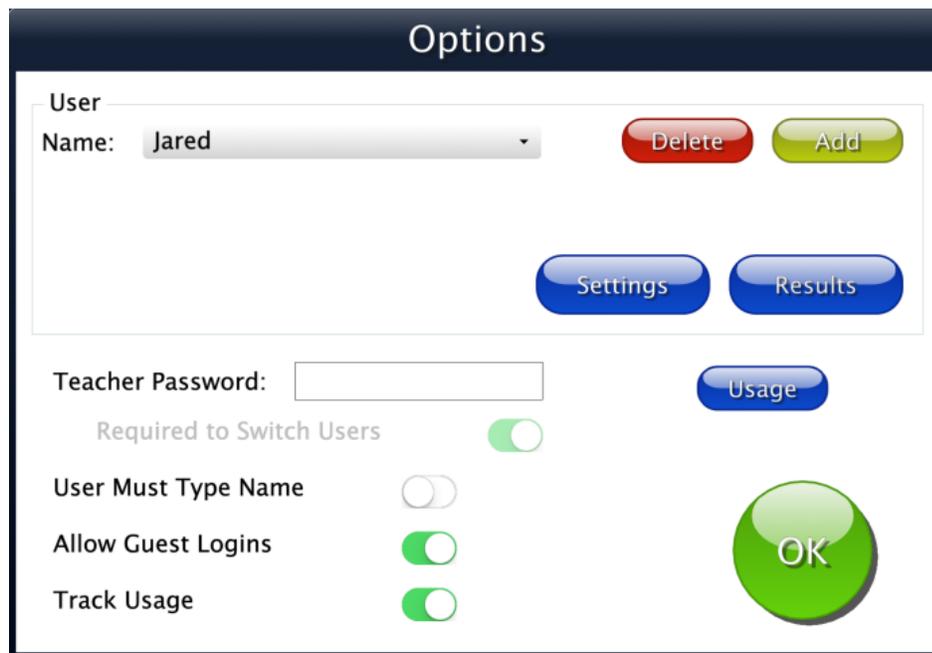
Tap on the Problem Solving icon to view questions related to the skill. Each skill includes six questions.



The text will automatically be read aloud unless you turn this feature off in Settings. To hear the question read again, tap on the small triangle next to the text. To hear a single word, tap directly on the word. Use the forward and back buttons to move through the questions. Tap on the text in the bottom bar to hear the skill read aloud. Tap on the Problem Solving icon at the top to go back to the first question. Tap on the skill icon at the top to exit Problem Solving and return to the skill's main page.

OPTIONS-ADD NAMES

Open Options to add or delete student login accounts, access settings, view results, and monitor usage. To open Options, tap the gear icon in the upper-right corner of the login window or the upper-right corner of the title screen. If the program asks for a password, enter it. If you have forgotten your password, Attainment will always work as a password. Having a password to enter Options is optional.



The opening Options screen has a few general options that apply to anyone using the program. Individual student settings are accessed by selecting the student's name and tapping the Settings button.

Teacher Password: Allows you to create an optional password needed to open Options. As a backup, Attainment is a master password. Passwords are not case sensitive; upper or lower case does not matter. **Required to Switch**

Users: Extends the password requirement to include switching users.

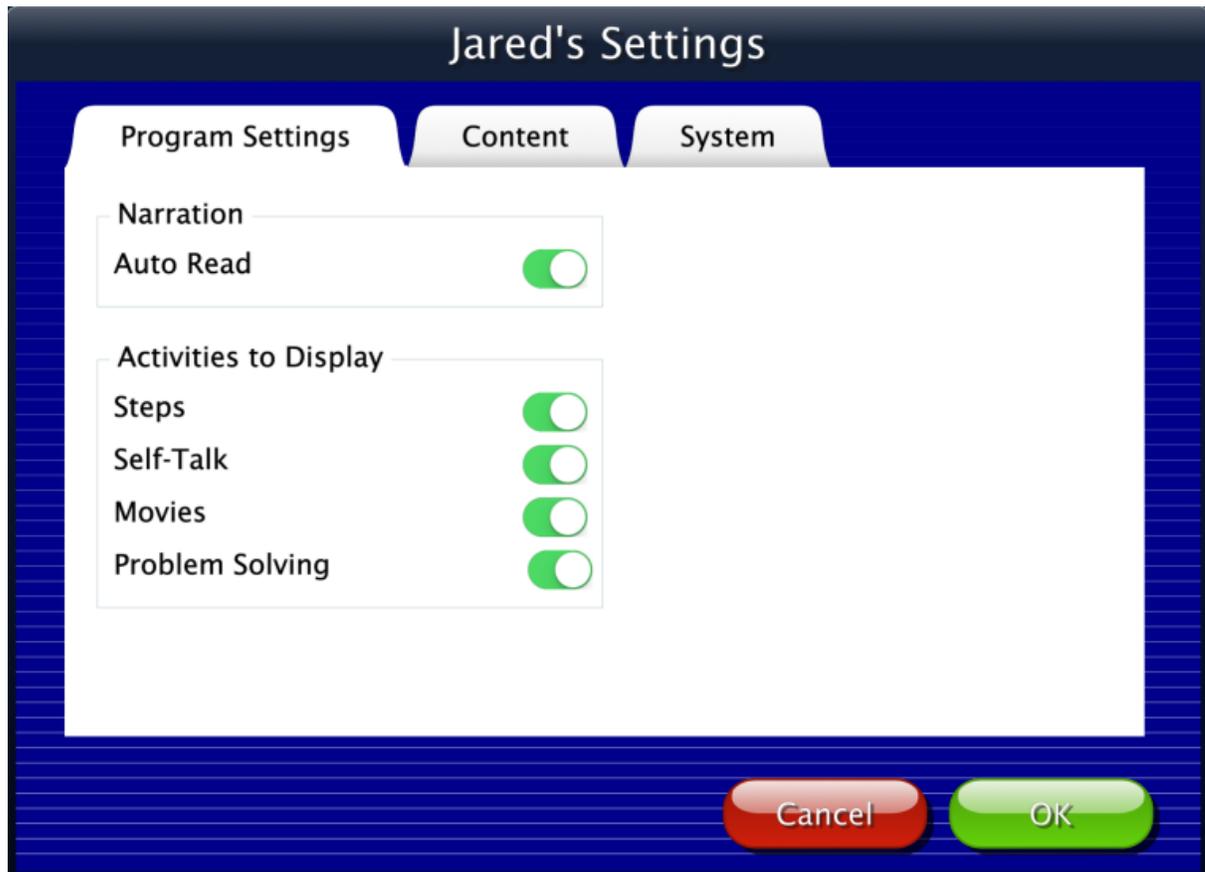
Users Must Type Name: On, will require all students to type their login name.

Allow Guest Logins: Off, will remove Guest as a login option.

Track Usage: On, will track all users' minutes spent on this program.

Settings

To adjust a student's settings, select their name from the drop-down menu on the opening Options screen and then press the Settings button. There are three tabs with adjustable settings.



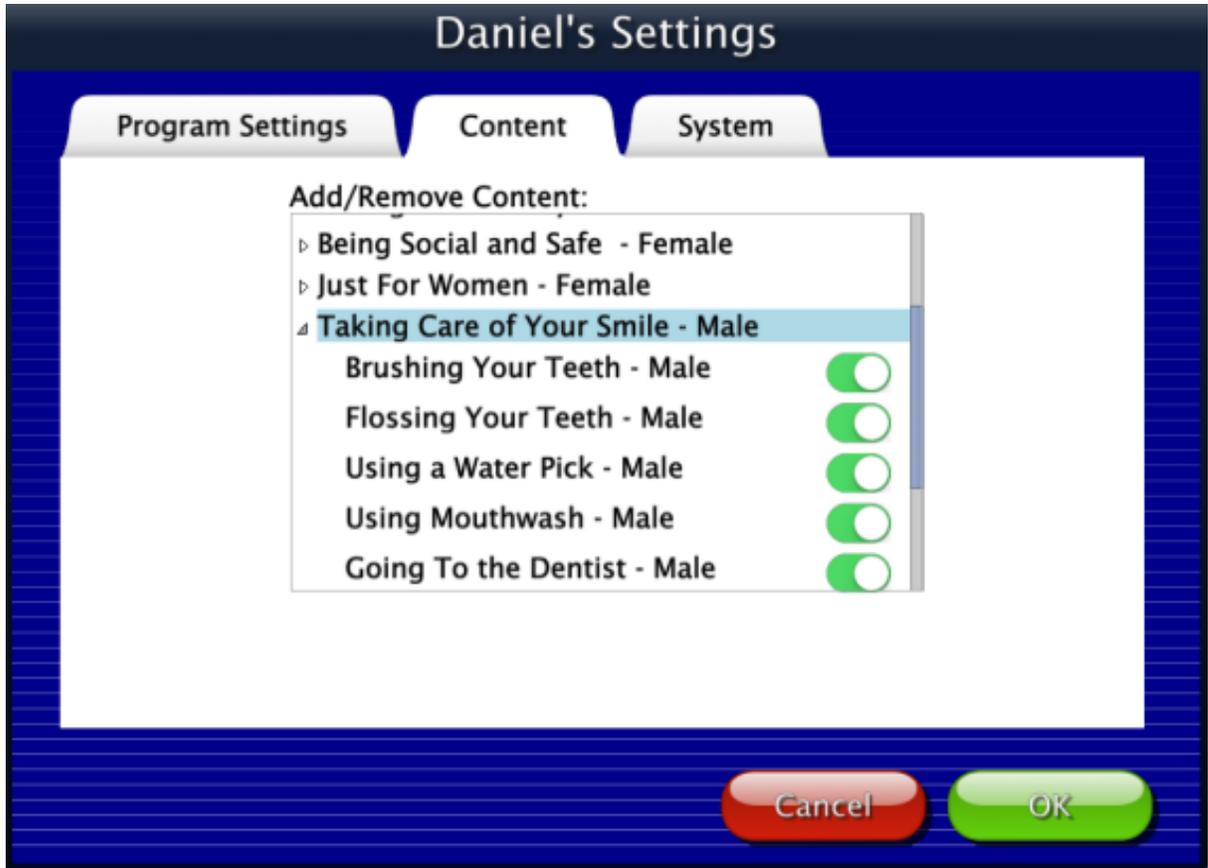
Program Settings Tab

Narration—Auto Read: On, text pages are read automatically.

Activities to Display—Steps, Self-Talk, Movie, Problem Solving: On, the activity icons are available for the student to select.

Content Tab

All activities in **Personal Success** are listed under Content. The category "Just for Women" is specific to females only. All other categories have two versions, one for males and one for females. When creating each student account, one step is to choose if they are male or female. All gender specific skills are turned on by default. Turn off skills to hide them from the student's directory.



System Tab

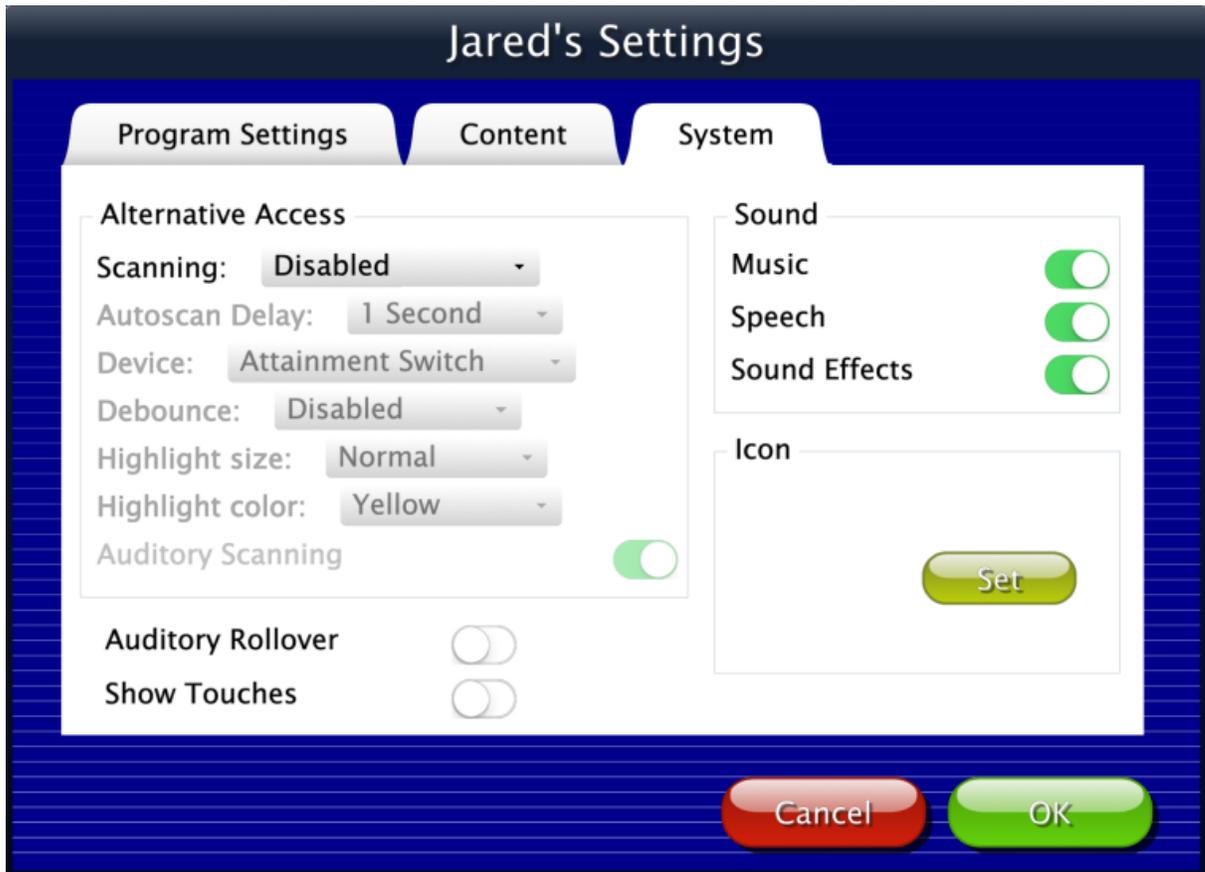
Alternative Access: Provides built-in scanning and program access with switches. To use scanning, select one or two switches. By default, scanning is disabled. To use scanning, select one or two switches. Selecting one or two switches enables multiple scan settings such as Highlight color and Auditory Scanning.

Auditory Rollover: Move and pause over items to hear auditory confirmation.

Show Touches: A white circular outline will appear at the point of contact between a finger and the iPad glass.

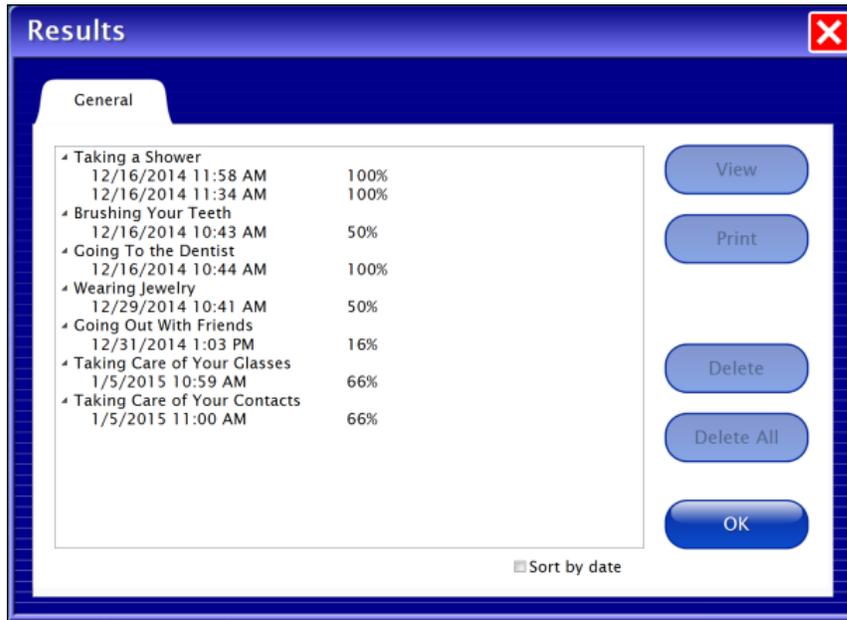
Sound: Sound components can be turned off.

Icon: Tap Set to select a photo or image the student will see by their name on the Log in window.

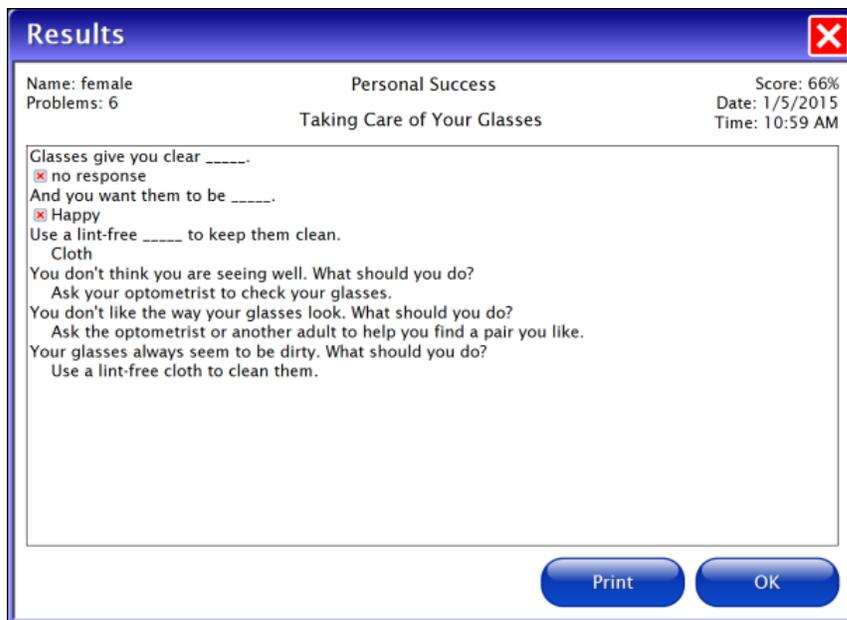


Results

Responses to the problem-solving questions are saved when students are logged into their account. To view saved results, open Options and select the Results button. Results are not saved while logged in as Guest.



To view details, highlight an entry date and press View.



CONTACT US

Technical Support

If you have a problem running **Personal Success**, please call Attainment Technical Support at the number below. If possible, have your iPad nearby while we discuss solutions. You can speed up the process by collecting some basic information ahead of time:

- What was the error and type of error message, if any?
- What triggered the problem?
- Can you duplicate the problem?
- What iPad, iOS, and app versions are you running?

Tech Support is available weekdays from 9 am - 5 pm (CST)

Phone: 800-327-4269 or 608-845-7880

Email: techsupport@AttainmentCompany.com

Website: www.AttainmentCompany.com

For information about other education materials produced by Attainment Company:

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